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This instruction establishes the 70th Intelligence Wing (70 IW) corporate structure. It implements Air Force Policy Directive 16-5, *Planning, Programming and Budgeting System*. This instruction establishes the 70 IW Board as the wing's senior decision-making forum and establishes the relationship between the 70 IW Board, its subordinate panels, Planning Implementation Panel (PIP) and Resource Advisory Panel (RAP)), and working groups (Facilities Working Group, Financial Management Board, and Manpower Management Working Group). This instruction lists and identifies the panels' functions, responsibilities, membership, and relationships with respect to the 70 IW Board. The panels manage activities regarding 70 IW planning and implementation and resource requirements. The panel's staff, prioritizes, and recommends reallocation of resources. The panels are also responsible for staffing programmatic activities within the 70 IW. The working groups manage activities within their specific functional activity. The working groups are chartered and managed separately but are shown as subordinate to the panels for issues requiring action from the 70 IW Board. This instruction applies to 70 IW functional managers, special staff offices, working groups, groups and squadrons. It does not apply to Air National Guard or Air Force Reserve Command units or members.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

This instruction has been revised, redefining the 70 IW Corporate Structure. It introduces three functional working groups.

1. The Corporate Structure . The 70 IW corporate structure is comprised of the 70 IW Board, subordinate panels and functional working groups. The panels and functional working groups address matters that implement planning, staff requirements, and execute resources and programs for which the 70 IW Commander (70 IW/CC) requires a corporate position. The panels report their findings to the 70 IW Board. The functional staff is responsible for implementing the decisions of the 70 IW structure.

2. The Organizations:

2.1. 70 IW Board. The 70 IW Board is the senior-level, corporate decision-making forum within the Wing. Membership consists of the 70 IW/CC, the Vice-Commander (70 IW/CV), the 373rd Intelligence Group Commander, the 543rd Intelligence Group Commander, and the 694th Intelligence Group Commander.

2.1.1. The 70 IW Board's principle functions are to:

2.1.1.1. Oversee and direct the activities of its subordinate panels.

2.1.1.2. Directs execution of planning, programming, and policy.

2.1.1.3. Establishes/alters requirement priorities.

2.1.2. The Chief, 70 IW Plans and Programs, is responsible for the secretariat functions of the 70 IW Board. The responsibilities include: scheduling meetings; developing meeting agendas; publishing minutes of wing board meetings; and maintaining the corporate process actions and suspense logs.

2.2. Planning Implementation Panel (PIP). The PIP implements planning by coordinating and reviewing all processes associated with cross-functional action plans. The PIP coordinates all wing board-directed process action team (PAT) activities and briefs the progress and results to the board. The PIP reviews all plans and, may be used to review additional topics, including Unit Compliance Inspection results, performance measurement results, and single-owner action plans to be briefed to the wing board. The PIP coordinates action plans and associated metrics with the RAP. The PIP provides oversight on program submissions, programmatic reduction candidates, programmatic issues, and program-oversight reviews on program management documents. Program submission development includes initiatives, disconnects, and baseline programs. The PIP provides the board with recommended and prioritized documents to include resource allocations and sourcing methodology. The PIP's membership is, at a minimum, comprised of a representative from Operations (70 IW/DO), Logistics (70 IW/LG), Communications and Information (70 IW/SC), and Plans and Programs (70 IW/XP). The PIP is chaired by the 70 IW/CV. The Chief, XP is responsible for secretariat functions of the PIP. The responsibilities include: scheduling meetings; developing meeting agendas; publishing minutes of wing board meetings; and maintaining the corporate process actions and suspense logs.

2.3. Resource Advisory Panel (RAP). The RAP receives and staffs requirements based on the wing strategic plan and customer needs. The RAP also recommends reallocated resources to unfunded requirements during the execution year, provides project oversight and manages the process for staffing manpower change requests within the wing. The RAP provides a validated, prioritized requirement list for programmatic development and action to the PIP. Additionally, the RAP reports to the PIP on the actions, progress, attainment, and current status of all action plans in which the RAP has equity. The RAP's membership is comprised of, at a minimum, a representative from 70 IW/DO, 70 IW/LG, 70 IW/SC, 70 IW/XP, 70 IW/FM and 70 IW/MO. The RAP is chaired by the 70 IW/CV. The Chief, XP is responsible for secretariat functions of the RAP. The responsibilities include: scheduling meetings; developing meeting agendas; publishing minutes of wing board meetings; and maintaining the corporate process actions and suspense logs.

2.4. Working Groups. The purpose of working groups will be to address mission focus, functional, and legal requirements for specific programs. Functional workings groups under the wing corporate process include: Financial Management Board (FMB) and the Manpower Management Working

Group (MMWG). These functional working groups staff resource requirements that would be forwarded to the RAP when a corporate decision is required.

JAMES O. POSS, Colonel, USAF
Commander

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 16-5, *Planning, Programming, and Budgeting System*

Abbreviations and Acronyms

FMB—Financial Management Board

MMWG—Manpower Management Working Group

PAT—Process Action Team

PIP—Planning Implementation Panel

RAP—Resource Advisory Panel